

JSC Policy Directive

JPD 1800.1B

EFFECTIVE DATE: May 5, 2004

EXPIRATION DATE: May 5, 2009

This directive is uncontrolled when printed.

RESPONSIBLE OFFICE: SD/Space Medicine and Health Care Systems Office

SUBJECT: JSC Occupational Medicine Program

1. PURPOSE. To establish policy and responsibilities for JSC's Occupational Medicine Program.

2. REFERENCES.

2.a. NASA Policy Directive (NPD) 1382.17, "Privacy Act – Internal NASA Direction in Furtherance of NASA Regulation"

2.b. NPD 1800.2, "NASA Occupational Health Program."

2.c. Public Law 91-596, Occupational Safety and Health Act of 1970, as amended.

2.d. Executive Order 12196, Occupational Safety and Health Program for Federal Employees.

2.e. FPM Chapter 792, Federal Employees Health and Counseling Programs.

2.f. JPD 1815.1, "Control of Narcotics and Other Regulated Drugs."

3. APPLICABILITY. This directive applies to all JSC organizational elements and to their associated contractors in accordance with the provisions of their respective contracts.

***4. AUTHORITY.**

4.a. NPD 1800.2, "NASA Occupational Health Program."

4.b. NASA Procedural Regulations (NPR) 1800.1, "NASA Occupational Health Program Procedures."

5. DEFINITION. Occupational medicine is devoted to the maintenance and improvement of the health of employees with emphasis on the prevention, diagnosis, treatment, and care of illnesses and injuries caused or aggravated by the work environment. This includes studies directed toward

a better understanding of the causes and mechanisms of prevention and care as related to the employee population.

6. POLICY. It is JSC policy to provide occupational medicine and environmental health services, including protection for the workforce against adverse physical conditions/agents and against toxic and radioactive materials/substances, consistent with NASA directives and the objectives of the Department of Labor's implementing directives of the Occupational Safety and Health Act.

The goals of the Occupational Medicine Program are to minimize sick absences and reduced productivity due to marginal physical disability, permanent disability, and the occurrence of premature death. The Program's objectives are to document the health baseline of individual employees and to monitor that status periodically so that early changes can be detected and appropriate treatment started before irreparable harm has occurred.

7. RESPONSIBILITIES.

7.a. The Director, Space and Life Sciences, in consonance with the Chief, Space Medicine and Health Care Systems Office, and Manager for Occupational Health and Human Test Support Office, has functional management authority and responsibility over all JSC occupational medicine and environmental health matters. This includes developing Center policy and technical guidance; developing and issuing standards and procedures to implement approved policies; reviewing and evaluating activities for conformance with prescribed policies, standards, and procedures; and recommending necessary action to ensure conformance or modification as required.

7.b. The JSC Occupational Health Officer is responsible for planning, directing, and managing the overall Occupational Medicine and Environmental Health Programs. Additionally, the Occupational Health Officer serves as the Compensation Claims Officer and, as such, processes all job-related injury and illness claims in accordance with the regulations of the Office of Workers' Compensation

7.c. Officials-in-Charge of basic organizations are responsible for ensuring compliance with occupational medicine and environmental health regulations as prescribed by law and JSC management issuances.

8. PROGRAM ELEMENTS.

8.a. Emergency Diagnosis and First-Aid Treatment. On-site diagnosis, treatment, stabilization, evaluation, and referral (as appropriate) of sick or injured employees within the competence of the on-duty professional staff and the capability of equipment and facilities.

8.b. Health examinations, such as the following:

8.b(1) Preemployment/preplacement and fitness for duty.

8.b(2) Food service workers.

8.b(3) Federal employee voluntary health maintenance (Federal Employee Health Program).

8.b(4) Job-related (where the position may present a health hazard to the employee or the job performance could affect the health or safety of other employees).

8.b(5) Disease screening.

8.b(6) Other health examinations as provided by contracts or interagency agreements.

8.c. Health Support for JSC Employees.

8.c(1) Immunizations, and at the discretion of the Director, JSC Clinic, treatments, and medications furnished by the employee and prescribed by his/her personal physician, in writing, as necessary to maintain the employee at work; or as prescribed by a physician providing medical care in performance-of-duty injury or illness cases under the Federal Employee's Compensation Act.

8.c(2) Medical support to flight missions and mission-related research and technology programs required at JSC.

8.c(3) A voluntary physical exercise program.

8.c(4) Education programs as appropriate.

8.c(5) Counsel and referral of employees afflicted with disabling personal problems to programs directed toward their rehabilitation and improved well-being.

8.c(6) Administration of drugs and provision of physical therapy and other therapeutic measures required in the judgment of the attending physician. This service is made available under the conditions and within the limitations of JPD 1815.1.

8.d. Health Support for Contractor Employees and Tenants. Health support for contractor employees and tenants is provided as being advantageous to the Government (i.e., economics, hazardous duty, or loss of work time).

8.e. Treatment of Minors (Other than Emergency). Written consent of parent(s) or legal guardian will be obtained prior to treatment of minors. State law will govern in establishing legal age. This covers the part-time students employed under provisions of the Special Programs Authority.

8.f. Treatment of Visitors. First-aid and emergency medical care.

9. RECORDS.

9.a. Medical records are maintained under the control of the Medical Records Custodian (mailcode SD3) and will be used only by responsible JSC or JSC contractor professional medical personnel. Confidentiality, access, and release of these records are handled in accordance with NPD 1382.17.

9.b. A copy of the death certificate will be made available to the Human Resources Office for the purpose of effecting survivor benefits.

9.c. The medical portion of the application for physical disability retirement will also be placed in the medical record, and an appropriate ICD-9-CM primary diagnosis will be recorded based on the diagnosis made by the employee's personal physician.

10. RESCISSION. JMI 1800.1A, March 15, 1994.

*Denotes change

(Original signed May 5, 2004)
Jefferson D. Howell, Jr.
Director

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